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### Fax Transmission

From: **Tracy L. Anderson**

Date: **August 14, 2002**

Direct Dial: **212.908.6467**

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Client/Matter: **22750/402**

Total number of pages: **11**  
(including cover)

Serial No.: **09/306,854**

*Please deliver to:*

Name	Company	Fax	Phone
<b>Linda Hallman</b>	<b>U.S. Patent and Trademark Office</b>	<b>703-305-9863</b>	<b>703-308-7638</b>

Comments:

Ms. Hallman,

Further to our telephone conversation of this morning, enclosed please find a copy of the Response to Notice to File Missing Parts of Application, together with the executed Declaration and Power of Attorney which we attended to filing with the U.S. Patent Office on December 12, 2001 for the above-referenced patent application. In addition, please also find enclosed a copy of the date stamped post card received back from the Patent Office and which bears the date of January 23, 2002 as the date the above-mentioned papers were received by the Patent Office.

Lastly, since it appears as though the Patent Office cannot locate the Response to missing parts filed on December 12, 2001, please also find enclosed a copy of the executed Assignment document and assignment recordation cover sheet, both of which were also filed on December 12, 2001. Kindly forward these papers to the proper department for processing same.

If you have any questions, please do not hesitate to contact me.

Thank you.

Tracy L. Anderson  
Patent Paralegal  
KENYON & KENYON  
212-908-6467

☒ Original will not follow ☐ Original will follow by ☐ Regular Mail ☐ Overnight Delivery ☐ Hand Delivery

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Case N. 22750/002

Atty. RLM

Ser. No. 09/306854

Due Date 12/12/01

The Impressed Mail Room date stamp acknowledges receipt of the date indicated of:

Response to Notice to file missing parts

☐ Application☐ Extension Request☐ Amendment☐ Priority Document☐ Assignment☐ Issue Fee☐ Notice of Appeal☒ Declaration 4 PDA☐ Prior Art Statement☐ Small Entity☐ Appeal Brief☒ Rep. Act #11-0600

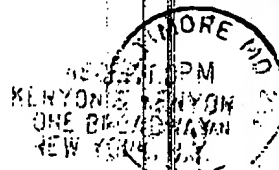
Notice to file Missing parts



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JAN 23 2 58 PM '02

**Kenyon & Kenyon**

One Broadway

New York, N.Y. 10004



U.S. DEPARTMENT OF COMMERCE PATENT AND TRADEMARK OFFICE			
<b>RESPONSE TO NOTICE TO FILE MISSING PARTS OF APPLICATION -- FILING DATE GRANTED</b>		Docket Number: <b>22750/402</b>	
Application Number <b>09/306,854</b>	Filing Date <b>May 7, 1999</b>	Examiner <b>Not yet assigned</b>	Art Unit <b>1744</b>
Invention Title <b>FLOOR-MOPPING DEVICE</b>		Inventor(s) <b>PSIK et al.</b>	
Address to:  Assistant Commissioner for Patents Washington, D.C. 20231 Box Missing Parts		<div style="border: 1px solid black; padding: 5px;"><p>I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to: Assistant Commissioner for Patents, Washington, D.C. 20231.</p><p>Dated: <u>December 12, 2001</u></p><p>Signature: <u>RL Mayer</u> Richard L. Mayer (Reg. No. 22,490)</p></div>	
<p>To complete the filing requirements for the above-referenced application under 37 C.F.R. § 1.51, enclosed please find an executed Declaration and Power of Attorney. A copy of the Notice to File Missing Parts of Nonprovisional Application mailed December 12, 2001 is also enclosed.</p> <ol style="list-style-type: none"><li>1. The Commissioner is hereby authorized to charge payment of the 37 C.F.R. § 1.16(e) surcharge fee of \$130.00 for late filing of the Declaration to the deposit account of Kenyon &amp; Kenyon, deposit account number 11-0600. The Commissioner is also authorized to charge any additional fees or credit any overpayment in connection with this paper to Deposit Account No. 11-0600.</li><li>2. A duplicate of this sheet is enclosed.</li></ol> <p>Dated: <u>Dec. 12, 2001</u> By: <u>RL Mayer</u> Richard L. Mayer (Reg. No. 22,490)</p> <p>KENYON &amp; KENYON One Broadway New York, N.Y. 10004 (212) 425 7200 (telephone) (212) 425-5288 (facsimile)</p> <p>© Kenyon &amp; Kenyon 2000</p>			



## UNITED STATES PATENT AND TRADEMARK OFFICE

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UNITED STATES PATENT AND TRADEMARK OFFICE  
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/306,854	05/07/1999	SANDRA PSIK	22750/402

26646  
KENYON & KENYON  
ONE BROADWAY  
NEW YORK, NY 10004

CONFIRMATION NO. 4062

FORMALITIES LETTER



\*OC000000007182511\*

Date Mailed: 12/12/2001

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

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TC 1700

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.

*A copy of this notice **MUST** be returned with the reply.*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE